



WISCONSIN REGULATORY DIGEST

A Publication of the NURSING HOME ADMINISTRATOR EXAMINING BOARD

Volume 10, No. 1

June, 1999

New Board Member

Anthony Oberbrunner has replaced **Phyllis Tschumper** as the designee of Joseph Leean, Secretary of the Department of Health and Family Services, on the Board. Secretary Leean or his designee serves as an ex officio, non-voting member of the board. The board is grateful for Ms. Tschumper's participation on the Board for 6½ years and is also pleased to have Mr. Oberbrunner join the Board. He is the Regional Field Operations Director in the Southeastern Regional Office of the Bureau of Quality Assurance in the Division of Supportive Living.

Legislative Proposals

LRB-0740. The chart on page 3 shows the current

law, the proposed changes and the reasons for changing the requirements relating to applications for a nursing home administrator's license. These changes would apply to new applicants for a license, not to current licensees. The Board has been working on this proposal for several years and is anxious to get it through the 1999-2000 Legislature. Hopefully, it will be introduced soon and, if you like it, you'll be in a position to express your support to your legislators.

Biennial Budget Bill, 1999 AB 133/SB 45.

This bill contains 12 items that were recommended by Governor Tommy Thompson and which directly or indirectly affect all credential holders in the Department of Regulation & Licensing. Some of the most noteworthy recommendations from the perspective of nursing home administrators are: expansion of information technology services, creating an Information Technology Specialist position, Division of Enforcement project extension, line costs for background checks through the Crime Information Bureau, revised fees for original licenses and license renewal, permission for the Department to assess additional fees if an applicant

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requests the Department to process an initial application for a credential or a renewal application on an expedited basis, and authority for the Department to cancel a credential if a demand for payment under a credit or debit card transaction is not paid.

The proposed fees for nursing home administrators would be \$47 for an original license and \$111 for a renewal license. The first fee would increase by \$6, the second would increase by \$9. Original license fees would be the same for all occupations and professions in the Department. Renewal fees vary by the cost of enforcement of each type of credential.

Proposed Federal Regulations for Health Care Fraud and Abuse Data Collection.

The Board has reviewed the proposed federal regulations that were published in the Federal Register on October 30, 1998. The regulations call for reporting certain final adverse actions against health care providers to the Healthcare Integrity and Protection Data Bank (HIPDB). The Board will be required to report final actions against licenses retroactive to August, 1996. It is anticipated that the program will be up and running before the end of 1999.

ACHCA Certification Program

Glenda Zielski, CNHA, Fellow of ACHCA, spoke to the Board on December 16, 1998, about the certification program of the American College of Health Care Administrators. She explained the program and encouraged the Board to endorse the program as an option for reciprocity of licensure. During the months following Ms. Zielski's presentation, the Board has reviewed its administrative rules and statutes to determine what changes would be needed to accept ACHCA certification to satisfy certain licensing requirements. The Board intends to proceed with rulemaking as soon as possible.

Competency-Based Internships at UWM

Professor M. Scott Stegall, MHSA, Ph.D., an Assistant Professor at the School of Allied Health Professions at the University of Wisconsin-Milwaukee, spoke to the Board on December 16, 1998, about a syllabus he helped develop while a faculty member at the University of Osteopathic Medicine and Health Sciences in Des Moines, Iowa. The syllabus is entitled "Competency-Based Administrative Internship in Long-Term Care Organizations." It was designed as a 3 semester-hour course. Professor Stegall said that UWM is interested in developing a similar program. He anticipates that it could will be developed as a

post-graduate, distance learning course. He also anticipates that UWM will be forming an advisory committee to develop the curriculum.

Timelines in the Enforcement Complaint Handling Process

The Department of Regulation and Licensing, with the assistance of the regulatory boards in the Department has published the following timelines for processing and investigating complaints:

Screening Stage – 2 Tracks

1. 45 days (No records requested)
2. 60 days (Records or other additional information requested)

Investigative Stage – 2 Tracks

1. Simple, 90 days
2. Complex, 180

Legal Stage – 2 Tracks

1. Simple, 90 days
2. Complex, 180 days

Hearing Stage – 2 Tracks

1. Simple, 90 days
2. Complex, 180 days

Complaint Statistics

As of February 10, 1999, there were 9 pending cases against nursing home administrators. Six cases were open for investigation, 2 cases were scheduled for legal action and 1 case was at the hearing stage.

Exam Fees

The Board of Governors of the National Association of Boards of Examiners of Long Term Care Administrators has voted to increase the fees for the NHA Exam from \$125 to \$175, effective January 1, 2000.

Caregiver Background and Criminal History Checks

If you have any questions about the background and criminal history checks, you'll find answers to just about any question at the following Web site of the Department of Health and Family Services: www.dhfs.state.wi.us/caregiver/faq

Disciplinary Actions

THOMAS WONDOLKOWSKI, NHA
SUPERIOR WI SUSPENDED INDEFINITELY
Failed to administer St. Francis Home in a manner adequate to meet the standards of care required by state and federal codes for the quality of care for long term care facilities and failed to promptly correct deficiencies brought to his notice. Pay costs of \$350. Effective 12/16/98. NHA 5.02(2) Case #LS9812163NHA.

A PROPOSAL TO AMEND THE REQUIREMENTS THAT APPLY TO A PERSON TAKING THE EXAMINATION FOR A NURSING HOME ADMINISTRATOR LICENSE AND GRANTING RULE-MAKING AUTHORITY (1999 Bill, LRB-0740)

CURRENT LAW	PROPOSED CHANGE	REASON FOR CHANGE
<p>Before being allowed to take the examination for a nursing home administrator license, a person must complete a regular course of study, equivalent specialized courses or a program of study that is considered adequate academic preparation for nursing home administration by the Nursing Home Administrator Examining Board.</p>	<p>Before being allowed to take the examination for a nursing home administrator license, a person must have a bachelor's, master's or doctoral degree with a major in health care administration or long term care from an accredited college or university, or a bachelor's degree in any field from an accredited college or university and completion of a specialized course which the examining board considers adequate preparation for nursing home administration. The person must also satisfy certain supervised practical experience requirements, as described below.</p>	<p>Only 13 states require less than a bachelor's degree for licensing nursing home administrators. The change will facilitate reciprocity of licensure. The movement throughout the country has been to require more education of nursing home administrators, because of the growing impact of nursing homes on the lives of our aging population, and because of the large volume of knowledge and information needed, relating to nursing practice, federal and state laws and regulations governing the operation of nursing facilities, licensing and payment programs and general business practice. For this reason the National Association of Boards of Examiners of Long Term Care Administrators (NAB) has adopted a policy to require exam applicants to hold no less than a bachelor's degree to sit for the NAB exam, effective June 30, 2001. The board currently uses the NAB exam.</p>
<p>The board is required to develop and enforce standards regarding the supervised practical experience that is required for a person to be licensed as a nursing home administrator. A person may satisfy the supervised practical experience requirements before or after taking the examination.</p>	<p>The board is required to promulgate rules establishing the supervised practical experience requirements. The rules must require a person to complete at least 2,000 hours in an internship or administrator-in-training program before he or she can take the examination. The 2,000 hours must be completed in any consecutive three-year period within the five-year period immediately preceding the date of application for the examination.</p>	<p>The primary reason for requiring practical experience before licensure of nursing home administrators is to place applicants in practical situations, to facilitate their gaining the ever-more critical and expanding knowledge related to operating a nursing facility, as described above. Furthermore, it is necessary that applicants have both theoretical and experiential knowledge before taking the examination and before obtaining a license, as is typical of other health professions. Under the current requirements, an applicant who passes the examination does not see the logic of having to complete practical training requirements after having passed the exam and having obtained a license. The proposed change would facilitate a logical progression from education, to practical experience, to the licensing exam.</p>
<p>The board is required to develop and enforce standards regarding the supervised practical experience that is required for a person to be licensed as a nursing home administrator. A person may satisfy the supervised practical experience requirements before or after taking the examination.</p>	<p>The board may grant a reciprocal license, as described at the left, provided that the applicant has a bachelor's degree in any field or current certification as a nursing home administrator granted by the American College of Health Care Administrators, the applicant has practiced for 2,000 hours (as described above) and the applicant has passed the state portion of the licensing examination.</p>	<p>This change would parallel the education changes, described above and it would authorize the board to grant reciprocal licenses to nursing home administrators who are certified by the American College of Health Care Administrators. To qualify for certification, a person must have 2 years of experience as a nursing home administrator and must pass an examination.</p>

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Examining Board
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The Division of Business Licensure & Regulation has a menu telephone system which is designed to more efficiently direct the caller to the appropriate section. The telephone number for staff is:

(608) 266-5511

After dialing this number you are asked to press various menu choices. For the following requests, please press numbers as noted:

Application Forms	Press 11
Complaints Against Licensees	Press 12
Whether a Person is Licensed	Press 442
Application Processing & Requirements	Press 42
FAX number 608-267-3816	

Verifications

Requests for verifications to other states must be in writing. The cost is \$10. Please make out check or money order to the Department of Regulation and Licensing.

1999 Dates to Remember

Board Meetings: June 17, Aug. 19, Oct. 14, Dec. 16.

Exams: July 8, October 7.

All meetings are held at 1400 E. Washington Ave., Madison, WI, and are open to the public and subject to cancellation without notice. Please call to confirm dates.

Visit the Department's Web Site

<http://badger.state.wi.us/agencies/drl/>

Send comments to dorl@mail.state.wi.us

Wisconsin Statutes and Code

Copies of the Nursing Home Administrator Examining Board's Statutes and Administrative Codes can be ordered from the Department. Include your name,

address, county and a check payable to the Department of Regulation and Licensing in the amount of \$5.28. The latest edition is dated July, 1998.

Change of Name or Address?

Please photocopy the mailing label of this digest, make changes in name or address, and return it to the Department. Confirmation of changes are not automatically provided.

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